

**REQUEST FOR QUALIFICATIONS (RFQ)****A. INVITATION TO ALL PROPOSERS:**

Miami-Dade County, hereinafter referred to as the County, is inviting proposals from all qualified proposers to submit their qualifications for inclusion in a pool to provide energy/fuel saving services to the County. Selected proposers will be included in the "Compressed Natural Gas Guaranteed Energy/Fuel Savings Pool" (the "Pool") to participate in work order solicitations to be issued by the County for the services generally described below in Section (C) on as needed basis.

**B. POLICY & INTENT:**

Through this solicitation, and pursuant to Florida Statutes 489.145 ("Guaranteed Energy, Water, and Wastewater Performance Savings Contracting Act") and 287.055 ("Florida Consultants Competitive Negotiations Act"), the County intends to establish the Pool and use the services of qualified proposers to minimize the County's energy consumption and maximize the County's energy savings through the use of Compressed Natural Gas (CNG) to power a significant portion of the County's fleet vehicles. Work order solicitations will be used by the County to develop public private partnership(s) for the provision of these services.

**C. GENERAL DESCRIPTION OF COUNTY'S SCOPE OF SERVICES:**

The County intends to issue work order(s) to develop public private partnership(s) with proposer(s) that allows the County to take advantage of the savings associated with the use of CNG for its fleet. The scope of work includes the following:

1. Design, build, finance, operate and maintain CNG fuel service stations;
2. Upgrade existing County infrastructure including upgrading and/or converting County maintenance facilities and existing fuel stations to provide CNG;
3. Purchase and/or lease CNG powered vehicles, including buses and heavy fleet in identified County departments, with the goal of replacing County diesel powered fleet vehicles with CNG powered fleet vehicles;
4. Supply CNG for County fleet vehicles; and
5. Generate revenues for the County through the sale of CNG to third parties.

Detailed scope of work will be specified in work orders.

**D. COUNTY REGULATIONS:****1. Cone Of Silence**

This RFQ is subject to the provisions of Section 2-11.1(t) of the Miami-Dade County Code, as amended. Pursuant to this Section, a "Cone of Silence" is imposed upon each RFP or RFQ after advertisement and terminates at the time a written recommendation is issued. When the Cone of Silence is in effect, all potential vendors, service providers, bidders, lobbyists and consultants shall file a copy of any written correspondence concerning the particular RFP or RFQ with the Clerk of the Board, which shall be made available to any person upon request. The County shall respond in writing (if County deems a response necessary) and file a copy with the Clerk of the Board, which shall be made available to any person upon request. Written communications may be in the form of e-mail, with a copy to the Clerk of the Board at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov).

**2. Right to Protest**

A recommendation for inclusion or non-inclusion in the Pool or rejection of all proposals may be protested by a Proposer in accordance with the procedures contained in Sections 2-8.3 and 2-8.4 of the County Code, as amended, and as established in Implementing Order No. 3-21. Regardless

of the funding source, recommendations for award/rejection of work orders will be subject to Section V of the Implementing Order 3-21.

**E. DESCRIPTION OF PROCESS:**

**1. Qualifications Only**

The purpose of this RFQ is to qualify proposers for future work order solicitations. Pricing information will not be considered in this qualification process.

**2. Evaluation/Selection Committee**

Proposals received in response to this RFQ will be evaluated by an Evaluation/Selection Committee, hereinafter referred to as the "Committee", appointed by the County Mayor. The Committee will evaluate and rank proposals on criteria listed below. The Committee will be comprised of appropriate County personnel and members of the community, as deemed necessary, with the appropriate experience and/or knowledge. The County will strive to ensure that the Committee is balanced with regard to both ethnicity and gender.

**3. Number of Pool Members**

The Committee will evaluate, score and rank proposals in accordance with the evaluation criteria and submit the results of their evaluation to the County Mayor or designee with their recommendation. The Committee will decide as to the proposers deemed qualified based on among other considerations, scores in clusters and/or maintaining competition.

**4. Award**

An award under this RFQ means the creation of and Proposer(s)' inclusion into the Pool. Any award, resulting from this solicitation, will be submitted to the County Mayor or designee for approval. All proposers will be notified in writing when the County Mayor or designee makes an award recommendation. Notwithstanding the rights of protest listed above, the County's decision of whether to create the Pool and which Proposer(s) are to be included into the Pool shall be final.

**5. County Measures and Preferences**

The following County measures and preferences **do not apply** to this RFQ:

- i. Small Business Enterprise Measures (Section 2-8.1.1.1.1 of the Miami-Dade County Code)
- ii. Community Small Business Program (Sections 10-33.02 and 10-38 of the Code of Miami-Dade County)
- iii. Community Business Enterprise Program (Sections 2-10.4.01, and 10-38 of the Code of Miami-Dade County)
- iv. Local Preference (Section 2-8.5 of the Miami-Dade County Code)
- v. Local Certified Service-Disabled Veteran Business Enterprise Preference (Section 2-8.5.1 of the Code of Miami-Dade County)

These measures and preferences may apply to subsequent work orders that will not utilize federal funding.

**6. County Ordinances:**

Fees associated with the County Ordinances for Inspector General Reviews (Section 2-1076 of the Code of Miami-Dade County, as amended by Ordinance No. 99-63) and User Access Program (Section 2-8.10 of the Miami-Dade County Code) will apply to work orders that do not utilize federal funding.

**7. Federal Transit Administration (FTA) Requirements**

FTA funds may be utilized for certain work orders. The County Measures and Preferences, and Ordinances set forth above in Section E, Paragraphs (5) and (6) will not apply to FTA funded work orders. Disadvantage Business Enterprise Program provisions of 49 CFR Part 26 and Buy America provisions of 49 CFR 661 will apply to the FTA funded work orders. Such work orders will comply with requirements of FTA circular 4220.1F ([http://www.fta.dot.gov/legislation\\_law/12349\\_8641.html](http://www.fta.dot.gov/legislation_law/12349_8641.html)) or revision thereof. Pool members who compete and/or receive an award of a FTA funded work order shall comply with all applicable FTA requirements. [Buy America certification should be included up front per Bruce]

**8. Issuance Of Work Orders**

Membership in the Pool is a pre-requisite for obtaining work for energy/fuel saving services issued through the Pool. As energy/fuel saving services are needed, a Work Order with a scope of work will be sent to all Pool members. The County may consult with all Pool members to:

- i. Establish priorities and sequence of work to be performed;
- ii. Identity segments of work;
- iii. Develop a realistic timeframe; and
- iv. Develop a detailed scope of work.

The feedback received from Pool members regarding development of timelines, scope of work, etc. will be taken into consideration by the County before issuance of work orders; however the County's decision regarding timelines, scope, etc. will be final.

The methodology proposed to be used for issuance of work orders is the following: (a) immediately upon selection of the Pool pursuant to this solicitation, and approval of the Pool by the Board of County Commissioners, the County and the proposers selected for the Pool will enter into a cooperative engagement for the identification, programming and scheduling of proposed approach (the "CNG Program Plan"); the County shall have sole discretion and authority to approve the CNG Program Plan; (b) based on the CNG Program Plan, the County may in its sole discretion issue one or more work orders to accomplish the scope of services generally set forth above by reference to specific facilities or more defined project scope(s); (c) participation in the solicitation for work orders shall be limited to the selected Pool members; (d) to be considered for award of a work order, the Pool member must provide a comprehensive report setting forth the proposed savings and guarantee that the savings will exceed the cost of the project all in the manner set forth in Section 489.145 of the Florida Statutes, and otherwise comply with the requirements of that law for the award of a contract. The County, in its sole discretion, may require the selected Pool member to secure financing for the County's acquisition of the proposed approach, so the ability of Pool members to secure financing, and past financing experience, will be an integral part of the evaluation of the Pool members. Please note that the County does not anticipate to pay for any costs resulting from a proposer's participation in the Pool, preparation of a requisite study, or other cost derived from the preparation of a response to this solicitation or a work order. Costs shall be reimbursable by the County in the County's discretion only through agreement resulting from the work order process and only to the extent that such costs, aggregated to other project costs, do not exceed the guaranteed savings.

The contemplated methodology for award of work orders would generally involve competition among Pool members, where more than one Pool member is selected. Notwithstanding, the

County reserves the right, where permitted by law, and where determined to be in the best interests of the County in the County's sole discretion, to select Pool members for contracting or on a competitive basis. These instances include, but are not limited to instances where (a) a Pool member is uniquely qualified to perform a work order or (b) the requirements of the work would benefit from the use of more than one Pool member or (c) equitable distribution of the work is determined to be in the best interest of the CNG Program.

The County retains the sole discretion to reopen the Pool at any time to evaluate the qualification of other firms to provide the goods and services contemplated in this RFQ.

**F. EVLAUATION CRITERIA:**

The Committee will evaluate proposals in accordance with the criteria below. The criteria are itemized with their respective weights for a maximum total of \_\_\_\_\_ (\_\_\_\_) points per Committee member.

	<b><u>Criteria</u></b>	<b><u>Points</u></b>
1.	Background and prior experience in CNG industry	XXX
2.	Completed CNG projects	XXX
3.	Financial capacity including ability to secure financing	XXX
4.	Success in government projects and ability to generate revenue	XXX
5.	Ability to contract with small/disadvantage business enterprises and meet the regulatory requirements	XXX
6.	Sourcing of Natural Gas	XXX
Note: See detailed qualification criteria below.		

**G. QUALIFICATIONS:**

**1. Licensing**

Proposer shall either be a person/business licensed under Chapters 471, 481 or 489 of the Florida Statutes or a Joint Venture that includes a person/business licensed under Chapters 471, 481 or 489 of the Florida Statutes. Proposers who do not meet this requirement shall be deemed non-responsive. This requirement is a continuing condition of award, and shall be maintained throughout the duration of the Pool.

**2. Detailed qualification criteria**

**i. Background and prior experience in CNG industry**

- Describe Proposer's (or its subcontractor's) prior experience in managing design, build, operation, and maintenance of natural gas or other energy infrastructure projects.
- Describe Proposer's (or its subcontractor's) prior experience in upgrading infrastructure.
- List all contracts which the proposer has performed for Miami-Dade County.
- List the names and addresses, if any, of all existing CNG subcontractors and consultants and describe the area of expertise and the consulting scope for your existing subcontractors and consultants.

**ii. Completed CNG projects**

Provide a detailed description of CNG projects which the proposer (or its subcontractor) has either ongoing or completed within the past five years.

**iii. Financial capacity including ability to secure financing**

- a. Describe the proposer's current and near future commitments/projects that may impact their financial resource, performance, capabilities to complete CNG projects for the County.
- b. Provide documentation proving proposer's financial strength and ability to provide start-up operations and reasonable working capital to handle CNG projects for the County. Such documentation may include its most recent certified financial statements as of a date not earlier than the end of the proposer's preceding official tax accounting period, with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial situation. If certified financial statements are not available provide latest available financial statements (balance sheet and income statement) and letters of credit availability from accredited financial institutions, or other relevant documentation.

**iv. Success in government projects and ability to generate revenue**

- a. Provide a detailed description of projects that the proposer (or its subcontractors) has successfully completed for governmental entities.
- b. Describe how proposer can generate revenue by selling CNG to private parties/people. Describe the details, including marketing plan, and any potential contractual relationships with any public/private entities.

**v. Ability to contract with small/disadvantage business enterprises and meet the regulatory requirements**

- a. Describe in detail proposer's ability to contract with small/disadvantaged business enterprises.
- b. Include three projects completed with small/disadvantaged business enterprises.

**vi. Sourcing of Gas**

Describe how the proposer has or will obtain the capacity required to support County CNG program.

**H. COUNTY CONTACT FOR THIS SOLICITATION:**

Name: Namita Uppal (Address: 111 NW 1<sup>st</sup> Street, Suite 1300, Miami, FL 33128)

Telephone: (305) 375-1513

Email: nuppal@miamidade.gov

**I. PROPOSAL PREPARATION & SUBMISSION:**

1. Proposal Preparation: The proposal shall include:

**i. A cover page with following information:**

- Proposer' Name and FEIN
- Mailing Address
- Name, Title, Email Address, and Phone No. for the Proposer's Contact Person
- Proposer's Organizational Structure (Corporation, Partnership, Proprietorship, Joint Venture, or other
- Date and State of Incorporation (If Corporation)
- Buy America Certificate of Compliance (Provided herein)
- Proposer's authorized signature: The undersigned hereby certifies that this proposal is in response to RFQ\_\_\_\_\_.

Proposer certifies that the information submitted in this proposal is accurate and true. Proposer agrees to abide by all Federal, State, and County rules and regulations as applicable to subsequent work orders.

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**ii. Information and relevant documentation to respond to the Qualifications listed above.**

2. Proposals are due at the Clerk of the Board no later than \_\_\_\_\_, **2013** at 2:00pm (local time) at:

**CLERK OF THE BOARD  
Stephen P. Clark Center  
111 NW 1st Street, 17th Floor, Suite 202  
Miami, Florida 33128-1983**

The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. The Clerk of the Board is closed on holidays observed by the County.

**BUY AMERICA  
CERTIFICATE OF COMPLIANCE OR NON-COMPLIANCE**

The Buy America requirements apply to the following types of contracts: Construction Contracts and Acquisition of Goods or Rolling Stock (valued at more than \$100,000).

If the bidder does not submit a signed certification with the bid, or certifies both compliance and non-compliance, that bid is non-responsive and cannot be considered.

Select only one of the following certifications (Compliance or Non-Compliance):

**COMPLIANCE**

- ☐ Certification requirement for procurement of steel, iron, or manufactured products. Certificate of Compliance with 49 U.S.C. 5323(j)(1). The bidder or offeror hereby certifies that it will meet the requirements of 49 U.S.C. 5323(j)(1) and the applicable regulations in 49 CFR Part 661.5.

AND

- ☐ Certification requirement for procurement of buses, other rolling stock and associated equipment. Certificate of Compliance with 49 U.S.C. 5323(j)(2)(C). The bidder or offeror hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(j)(2)(C) and the regulations at 49 C.F.R. Part 661.11.

**NON- COMPLIANCE**

- ☐ Certificate of Non-Compliance with 49 U.S.C. 5323(j)(1). The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j)(1) or 49 U.S.C. 5323(j)(2)(C), and 49 C.F.R. 661.5 or 49 C.F.R. Part 661.11, but it may qualify for an exception pursuant to 49 U.S.C. 5323(j)(2)(A), 5323(j)(2)(B), or 5323(j)(2)(D), and 49 C.F.R. 661.7.

Date\_\_\_\_\_

Signature\_\_\_\_\_

Company Name\_\_\_\_\_

Title\_\_\_\_\_